



TITLE: Manager, Indigenous Strategies and Partnerships	CLASSIFICATION: Applied Leadership (under review)
POSITION NUMBER: 0011564	SUPERVISOR TITLE: Executive Director, Indigenous Strategies and Partnerships

JOB OVERVIEW

The Representative for Children and Youth, an independent officer of the B.C. Legislature, works to influence positive change to B.C.'s child-, youth- and young adult-serving system. The Representative's Office provides advocacy support to people dealing with the service system and advocates directly on behalf of children, youth and young adults, monitors and reviews government services to children and youth and reviews and sometimes investigates deaths and critical injuries of children and youth who are receiving services.

Reporting directly to the Executive Director, the Manager, Indigenous Strategies and Partnerships (ISP) is responsible for project management of the deliverables identified in the Indigenous Strategies and Partnerships work plan.

ACCOUNTABILITIES

- Liaises with government, First Nations leadership, the Ministry of Children and Family Development, Delegated Aboriginal Agencies, academic and other Indigenous service providers to further the mandate and activities of the ISP program
- Coordinates the development of the ISP work plan, including budget, and manages contracts and consultants as needed
- Works collaboratively with the Monitoring, Critical Injury and Death Reviews and Investigations, and Advocacy programs, providing expertise and support with regards to enhancing Indigenous-focused services
- Makes operational decisions within approved scope, facilitates team work and assigns and monitors individual team members' tasks
- Mentors and supports Community Liaison Officers in the deliverables of the ISP work plan
- Participates in hiring of Community Liaison Officers
- Identifies and responds with the Executive Director to issues that risk compromising project deliverables
- Prepares reports, research papers, briefing materials and notes, presentations and other materials

- Distributes RCY findings and recommendations and engages stakeholders to stimulate positive change for Indigenous vulnerable children and youth through a variety of means, such as presentations, webinars, informal follow up and convening meetings of key stakeholders
- Manages development of strategic ISP frameworks, including tools for assessing quality improvement systems in designated services and implementation of RCY recommendations
- Engages with stakeholder groups to identify issues of concern, seeks input on the design and implementation of ISP activities and explores opportunities for improving service delivery and outcomes for children and youth
- Formulates strategic recommendations that may influence public policy and practice
- Provides advice and recommendations on legislation, policy and programs to senior management, including identification of major issues and recommendations for response as they pertain to Indigenous children and youth.
- Provides advice to the Executive Director, including recommendations about the needs of the ISP team
- As required, acts on behalf of Executive Director and represents the Office at significant internal and external meetings, working groups, focus groups, advisory committees and task forces both interagency and intergovernmental.

JOB REQUIREMENTS

Education and related experience

Degree or graduate degree in a relevant discipline such as social work, community social services, education, child and youth care, law, First Nations/Indigenous studies or a related field.

A minimum of five years of recent, related and progressively more responsible work experience, including:

- Working in Indigenous child welfare, with emphasis on working directly with high-risk children and youth
- Applying the legislation, policies and procedures associated with child and youth service areas designated in the *Child, Family and Community Service Act* and/or the *Representative for Children and Youth Act* and the related infrastructure of programs and support services for Indigenous children and youth in care or transitioning out of care in British Columbia
- Providing quality assurance and oversight for successful engagement activities with Indigenous children, youth, and communities

- Building and maintaining effective working relationships in the public and non-profit sectors
- Successfully managing multiple projects and deliverables
- Experience in the area of Indigenous research, such as defining research needs, analyzing gaps in research, developing an information database that identifies trends and themes and producing reports and making recommendations that are consistent with research findings
- Providing advice on Indigenous issues and ensuring an Indigenous focus is embedded in organizational policies, practices, strategies and delivery of legislated mandate
- Writing clear, concise reports, research papers, briefing notes, presentations, and other materials that disseminate complex issues to a public audience that includes provincial government policy makers, service providers, community partners, and the general population
- Mentoring, coaching and supporting staff

Knowledge, Skills and Abilities

- Knowledge of First Nations, urban Indigenous and Métis cultures and issues related to the provision of services to Indigenous children and families
- Knowledge of child and youth development, as well as child and youth services related to child protection, mental health and substance use, children and youth with special needs and Indigenous children and youth
- Knowledge of Indigenous peoples, communities and Nations throughout BC and working knowledge of Indigenous child and family service providers
- Knowledge of Indigenous wise practices and recognition of importance of culturally respectful practices
- Ability to communicate with, developing working relationships and engage diverse stakeholder in developing, implementing and following up on projects

COMPETENCIES

Analytical Thinking is the ability to comprehend a situation by breaking it down into its components and identifying key or underlying complex issues.

Expertise includes the motivation to expand and use technical knowledge or to distribute work-related knowledge to others.

Engaging External Partners identifies and involves external stakeholders in order to foster long term partnerships.

Relationship Building is working to build or maintain ethical relationships or networks or contacts with people who are, or may be, potentially helpful in achieving work-related goals and establishing advantages. These people may include customers, clients, counterparts, colleagues, etc.

Listening, understanding and responding - the desire and ability to understand and respond effectively to other people from diverse backgrounds.

Teamwork and cooperation - the ability to work co-operatively within diverse teams, work groups and across the organization to achieve group and organizational goals. It includes the desire and ability to understand and respond effectively to other people from diverse backgrounds with diverse views.

Aboriginal-centered service approach - a desire to serve Aboriginal people, focusing one's efforts on understanding their interests in order to increase the quality of the service and produce better outcomes.

Cultural agility - the ability to work respectfully, knowledgeably and effectively with Aboriginal people.

For more information on competencies, see:

[BC Public Service competency resource page](#)
[Aboriginal relations behavioural competencies](#)